

Minutes of the Board of Finance Budget Review Meeting  
March 3, 2014 – Police Station Conference Room – 7 p.m.

Members present: Justin Donnelly, Joe Sangiovanni, Chris Childs, Scott Lingenfelter, Brian Kost, Ryan Anderson  
Alts. Tracy Eccles, Eric Harrington  
Also present: First Selectman McAnaney, Director of Finance Deborah Cerrato

Chairman Justin Donnelly called the budget meeting to order at 7:05 p.m.

Mr. Donnelly noted that the Board Secretary is still in hospital, but is hoping to return soon.

I would like to thank you for your thank you for your expressions of condolences and support for me at the passing of my Bride Elaine O'Brien. I thank you all for your support and kindness, and to Joe Sangiovanni for chairing the meetings for me.

Citizen Comment: None

#### Overall Budget Review

The First Selectman stated that this is the tentative expenditure budget. This is not final, but we are homing in on it.

\*Employee Benefits and insurance – This line item reflects the largest increase. \$213,000.

\* 3% is the current budget increase; approximately \$420,000.

\*Debt Service increase this year - last year we funded the entire increase from the Bond Premium costs - \$373,485. There is a balance of \$176,610 left for this year.

\*Capital Expenditures – will be reviewed with the Advisory Commission on Capital Expenditures. FY 13-14 \$1.7 million was transferred to establish a Capital Non Recurring Expenditures (CNRE) Fund. We are proposing an additional \$1,000,000 contribution to the CNRE Fund.

On the revenue side; there are some substantial reductions i.e. VO-AG Grant and other school re-imbursements. We are not really sure what we are going to get back from the state. Any questions?

Mr. Kost asked why the VO-AG Tuition funds plummeted. The number of students have decreased. The amount of fee we can charge has been reduced by approximately \$800 per students.

Mr. Lingenfelter asked why the Board of Finance is a week late in getting this material. The Charter states we should have had this by March 1st.

Mr. McAnaney stated that with the weather and such, we just got it to you today.

Ms. Eccles asked for a breakout of the insurance program line items. We need to see where the increases are coming from.

Mr. Kost noted that the BOE has a huge increase from last year. He would like to get a better track on it. He thinks we should bid the whole thing out and get another broker. Mr. Sangiovanni suggested that we have meeting with the BOF, BOE, and WPCA meet with the Town's health consultants, Lindberg & Ripple. Mr. Kost stated we have way under budgeted in the past years. Can you do the head count/staff in the binders?

#### Budget Review

**\*\*Suffield Mini Bus – Denise B. Winiarski, Director**

Ms. Winiarski noted that the Mini Bus department is presently operating with three mini buses in good to excellent order and three cars which have significant mileage, but are also in good condition. We do our best to utilize the cars whenever possible to help lessen the impact on our fuel line item.

**\*\* Zoning and Planning Commission – Town Planner Bill Hawkins –**He noted a decrease in the payroll line item due to a change in the position of secretary. His legal fees have increased.

**\*\*Building Department - Building Official Ed Flanders –** His budget remains mostly the same. The number of permits have increased to 701 and building is up 6%. His fees are subject to Charter requirements. Over a 5 year period, our increases have remained much the same, 1.5% . Mr. Sangiovanni noted how much work and time Mr. Flanders was spending helping the Permanent Building Commission. It was a big help to the PBC projects.

**\*\*Town Engineer – Gerry Turbet –** He reviewed his proposed budget; contracted services line item was increased due to the need. He budget increase is approximately 3.5%. He discussed the bonding program and the Highway Management Plan in some detail and how the two programs meshed together.

The next meeting will be March 10, 2014 at the Town Hall at 7 p.m.

The meeting adjourned at approximately 8:15 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary    MARCH.3.2014.MINUTES